



## **SCANNER NOTE:**

**This file was received with pages that may have the following conditions: Areas that appear to have information cut off, extremely light text or handwriting, broken text, thin onion skins, torn, lines, skewed, or dark bands of ink.**

**ORDINANCE NO. 06-104 AC CMS**

**AN ORDINANCE ACCEPTING THE BID OF WILLIAMS BROTHERS BUILDERS, INC., OF ELYRIA, OHIO, FOR THE INSTALLATION OF AN ELEVATOR AND OTHER ASSOCIATED IMPROVEMENTS AT 69 S. MAIN ST. IN THE CITY OF OBERLIN, OHIO, AND DECLARING AN EMERGENCY**

**BE IT ORDAINED** by the Council of the City of Oberlin, County of Lorain, State of Ohio, five-sevenths (5/7ths) of all members elected thereto concurring:

**SECTION 1.** That the bid of Williams Brothers Builders, Inc., of Elyria, Ohio, for the installation of an elevator and other associated improvements at 69 S. Main St. in the City of Oberlin, Ohio, being the lowest and best bid submitted, is hereby accepted, and the City Manager is hereby authorized and directed to enter into a contract accordingly, said bid being in the amount of \$194,237.75.

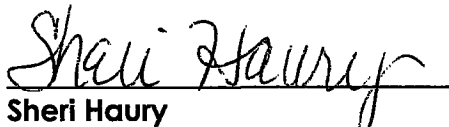
**SECTION 2.** It is hereby found and determined that all formal actions of this Council concerning or relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

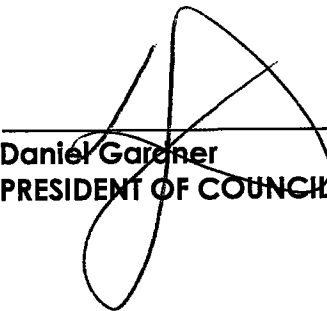
**SECTION 3.** That this ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Oberlin, Ohio, or to provide for the usual daily operation of a municipal department, to wit:

**"to accept a bid within the time limitations provided by law", and shall take effect immediately upon passage.**

**PASSED:**        1<sup>st</sup> Reading – December 18, 2006 (E)  
                     2<sup>nd</sup> Reading –  
                     3<sup>rd</sup> Reading –

**ATTEST:**

  
Sheri Haury  
INTERIM CLERK OF COUNCIL

  
Daniel Garner  
PRESIDENT OF COUNCIL

**POSTED:** December 19, 2006

**EFFECTIVE DATE:** December 19, 2006

# City of Oberlin

85 South Main St. Oberlin, OH 44074

## Public Works Department

December 13, 2006

TO: Rob DiSpirito, City Manager  
FROM: Jeff Baumann, Public Works Director *JB*  
RE: Elevator Bids

In the May, 2005, the City submitted its application to the Lorain County Community Development Department (LCCDD) for Community Development Block Grant (CDBG) funds, to be used to construct an elevator for 69 South Main St. The application proposed to combine two years funding, FY05 and FY06, a total of \$49,300, to aid the City in realizing this project. We were notified at the end of November, 2005, that these funds had been approved and were ready for use. As a result, \$49,300 in CDBG funds were budgeted in 2006 (Fund 311) combined with a local match of \$124,700 from the Income Tax Capital Improvement Fund 112. Total amount budgeted for this project is \$174,000.

In mid-July, 2006, LCCDD Director Ron Twining informed us that this project had to be complete by the end of the year. This came as a surprise to us since typically FY06 funds (which are part of the package) would not be available much before the end of 2006 to be spent in 2007. I believe Mr. Twining has since agreed that if we could commit funds and bill the County for some portion of their share before the end of the year that this would be an acceptable compromise.

Since Mr. Twining's phone call we have diligently pursued this project. With Planning Director Gary Boyle's assistance, I prepare an RFP for architectural services which was sent out to seven firms. We received three responses and elected to interview two of the respondents. We were in agreement that Arkinetics of Lorain, OH was the preferred consultant. A scope of services was negotiated with Gary Fischer, the principal of the firm. A standard AIA contract for such services was reviewed and approved by Mr. Severs and entered into in late August in the amount of \$15,160.

Mr. Fischer and his staff proceeded immediately to collect the necessary background information on the existing building. Staff, including everyone who works upstairs at 69 South Main, Finance Director Sal Talarico and I, participated in several meetings to review possible locations and options for the elevator. Staff came to agree with Mr. Fischer's recommendation that the original design concept, an exterior elevator located approximately in the middle of the south façade, would be considerably more expensive due to the required construction of an addition to the building. This also would have created a higher review standard (and extended time frame) by the City's Historic Preservation Commission and by the Ohio Historic Preservation Office.

As a result, we began to consider interior options. Given that persons coming to the building enter from the west or south, we first considered an option accessible from the front lobby through the Finance Department. As this created operational issues for that Department, the location was revised to the north side of the building as shown on the floor plans attached hereto.

The public will access the elevator through the main lobby, with the door opening just to the left of the existing staircase. The elevator will provide access to both the 2<sup>nd</sup> and the 3<sup>rd</sup> floors. It is anticipated that 3<sup>rd</sup> floor use will be keyed access only. This will greatly facilitate records storage in that area. On the first floor, the elevator shaft will be primarily located in a section of the Recreation Department currently used for a conference table and immediately surrounding space. On the second floor, the elevator will open into the existing hallway at the approximate existing location of the Information Specialist's office door. This will allow for re-use of the existing hallway, the offices for the Engineer, Building Official and Economic Development Officer will remain essentially unchanged. The existing Information Specialist's office will be swapped for the map room. A file room will be created in the southwest corner of the building. The Planning Director's office will move to the other side of his Assistant's space next to the Conference Room. As part of this reconfiguration, ceilings will be laminated, carpet will be installed and all affected offices will be prepped and painted. On the third floor, minor re-configuration of existing shelving and wiring is required for the installation. The mechanicals will be housed in a very small addition on the roof directly over the shaft.

As 69 South Main is listed as a local historic landmark and because it's part of an historic district, this project was presented to the Historic Preservation Commission on November 28<sup>th</sup>. They have approved the location, size and shape of the penetration through the roof but they would like to see materials samples for the siding. They have similarly requested additional information on alternates #1 and #2. The Design Review and Planning Commission subsequently approved the project contingent upon compliance with the requirements of the State Historic Preservation Office. Mr. Fischer is assisting staff in meeting these requirements at the local and state levels.

The base bid includes the elevator installation and required wall and door re-configuration as shown on the plan. Three alternates were included – to replace the third floor windows; to tuckpoint and repair all exterior brick; and to provide for additional interior wall re-surfacing. We received three bids as itemized on the bid tab sheet prepared by Mr. Fischer (attached) and as summarized below:

|                         | Williams Brothers                                                                     | SM Fox Construction | Roetzel Construction |
|-------------------------|---------------------------------------------------------------------------------------|---------------------|----------------------|
| Base Bid                | \$182,000                                                                             | \$233,310           | \$236,700            |
| Alternate #1<br>Windows | \$5,000                                                                               | \$9,600             | \$12,350             |
| Alternate #2<br>Masonry | \$31,775                                                                              | \$13,700            | \$32,800             |
| Alternate #3<br>Walls   | \$39.85/l.n. ft., exterior<br>\$32.86/l.n. ft., interior<br>\$4,200 sills and returns | \$49.50/l.n. ft.    | \$72.00/l.n. ft.     |

Williams Brothers Builders base bid is the lowest; their bid is also lowest with inclusion of the recommended alternates. Their bid has been found to be responsive – it is within 10% of the

architect's estimate of \$190,000 for the base bid. The EEO packages of all bidders have been approved (see attached). The Public Works Department has worked with Williams Brothers Builders on three recent projects: the Municipal Court Expansion, the Concession Stand, and the Recreation Complex Pavilion. We have been very satisfied with their timeliness, responsiveness and the quality of their work.

\$182,000 exceeds the available budget amount of \$158,840. However approximately \$41,000 is available in Income Tax Fund #112 for street improvement projects that has not been used. This is proposed to be transferred to the line item for building improvements to make up the difference.

In addition to the base bid, staff recommends accepting alternate #1 at \$5,000 as the third floor windows are either boarded over or so seriously deteriorated as to be a liability rather than an amenity. Windows on the north and south facades are proposed to be replaced. The decorative window in front (west) is proposed to be re-built with like materials. Alternate #3 was bid as a unit price, per lineal foot of wall. We recommend accepting Alternate #3 as follows: 50' of additional interior wall to be laminated; 35' of additional exterior wall to be laminated and the window sills and returns replaced. These improvements would ensure a uniform and professional appearance, particularly in the most public spaces on the second floor at an additional cost of \$7,237.75. Although staff is in agreement that it would be preferable to also accept alternate #2. The cost of \$31,775 is prohibitive at this time. When the East Vine St. project is closed, I anticipate that we will be under budget by a comparable amount. Although this would require a budget adjustment in 2007, a change order for this work may be proposed for Council's consideration.

In conclusion, staff recommends accepting the bid of Williams Brothers Builders, Inc. of Elyria, OH in the not to exceed amount of \$194,237.75. Given the timeframe, staff respectfully requests that this project be awarded on emergency on December 18<sup>th</sup> to ensure availability of grant funding. If there are any questions, please let me know.

Cc: Ron Twining, LCCDD  
Jon Traut, Williams Brothers Builders  
Gary Boyle, Planning Director  
Keith Johnson, City Engineer

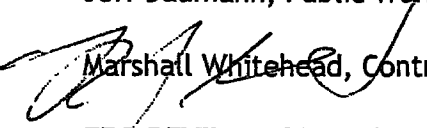
City of  
***Oberlin***

85 S. Main Street, Oberlin, Ohio 44074

## MEMORANDUM

DATE: December 12, 2006

TO: Jeff Baumann, Public Works Director

FROM:  Marshall Whitehead, Contract Compliance Officer

RE: EEO REVIEW - 2006 Elevator Installation & Renovations @ 69 S. Main St.

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I have reviewed the EEO data submitted with the above bid and find the following:

**Approved**

Roetzel Construction, Inc.  
S.M. Foss  
Williams Brothers

/skp

cc: Marshall Whitehead, Contract Compliance Officer  
Robert DiSpirito, City Manager  
File

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11, December 2006

Mr. Jeff Baumann  
Director of Public Works  
Oberlin, Ohio  
89 South Main Street  
Oberlin, Ohio 44074

**RE: Bid Evaluation | 69 South Main Street**

Dear Mr. Baumann:

We have evaluated the bid submitted for the elevator installation and associated renovations at 69 South Main Street in Oberlin, Ohio. The bid package submitted by the low bidder, Williams Brothers Builders, is compliant with the bidding requirements. I have interviewed the project manager and owner of Williams Brothers regarding the bid and the project and take no exception to an award to Williams Brothers. The attached bid tabulation shows the comparison between the bidders as well as the alternate costs. Williams Brothers base bid falls within the opinion of cost of \$190,000.

Sincerely,

Gary Fischer AIA  
Architect | Principal

CLEVELAND OFFICE  
3729 pearl road  
cleveland, ohio 44109  
216.748.7800 x1041  
216.748.1300 f

LORAIN OFFICE  
201 1/2 west 9th street  
lorain, ohio 44052  
440.248.2100 t  
440.248.5017 f

[www.arkinetics.com](http://www.arkinetics.com)

**69 South Main Street Bid Tabulation**

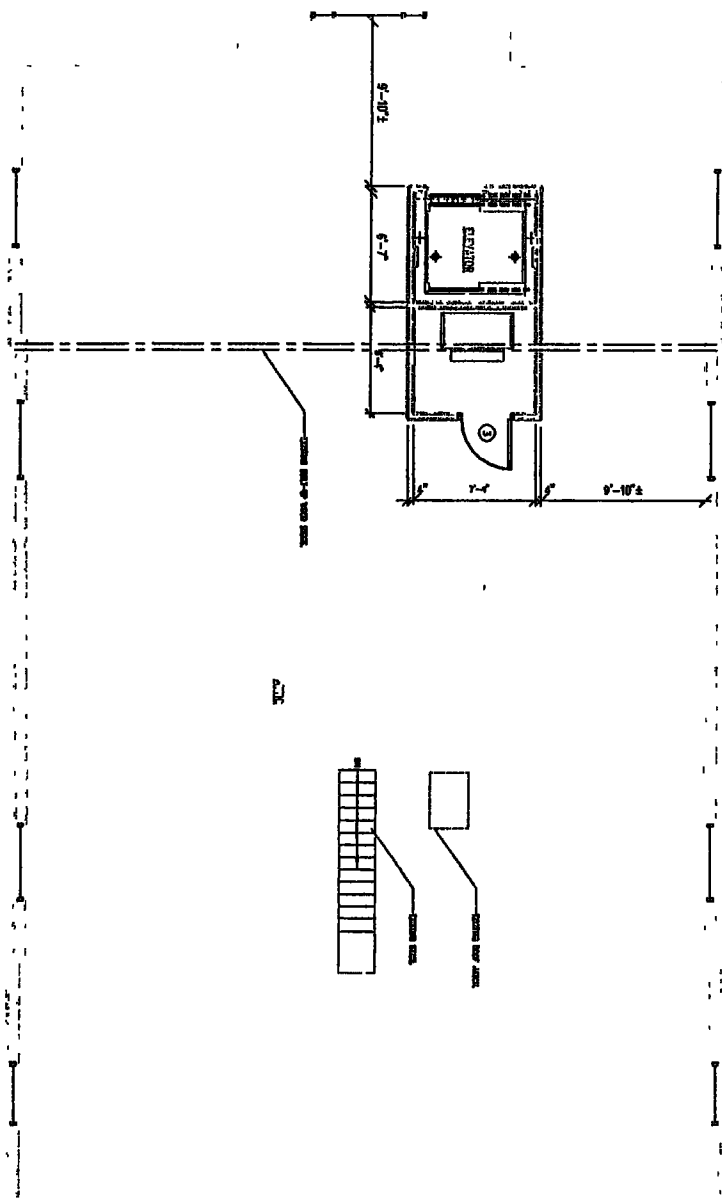
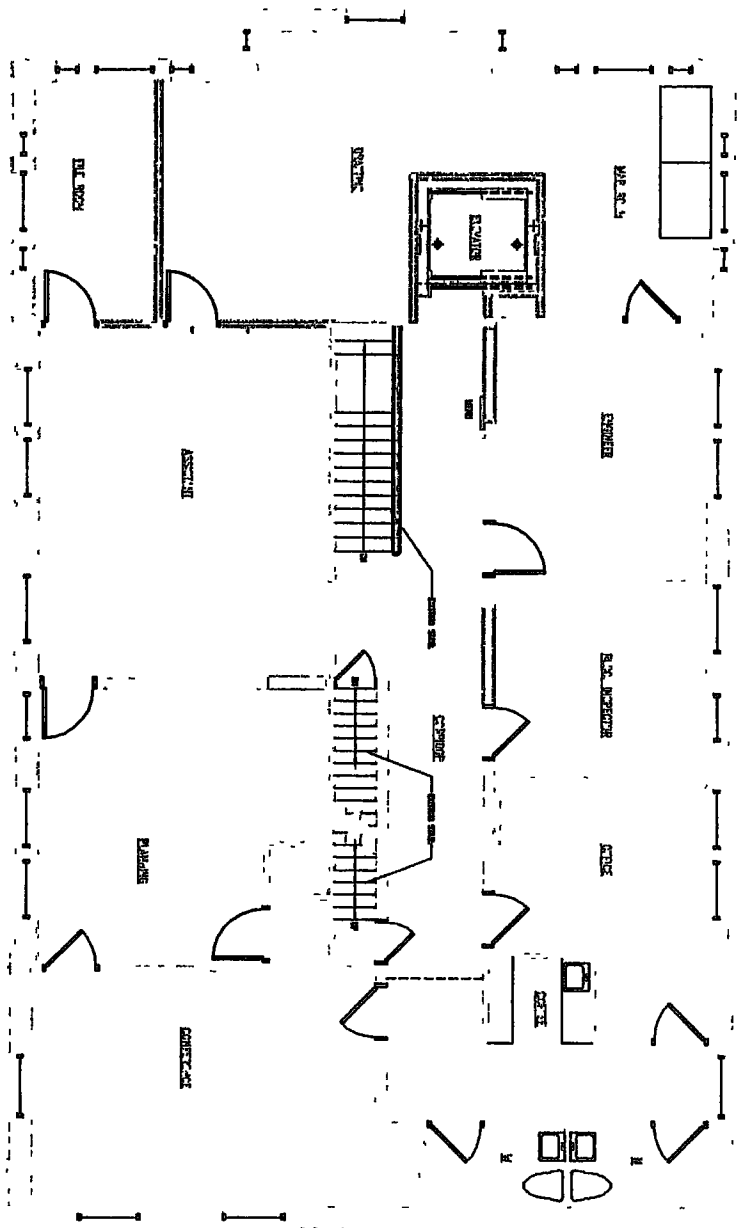
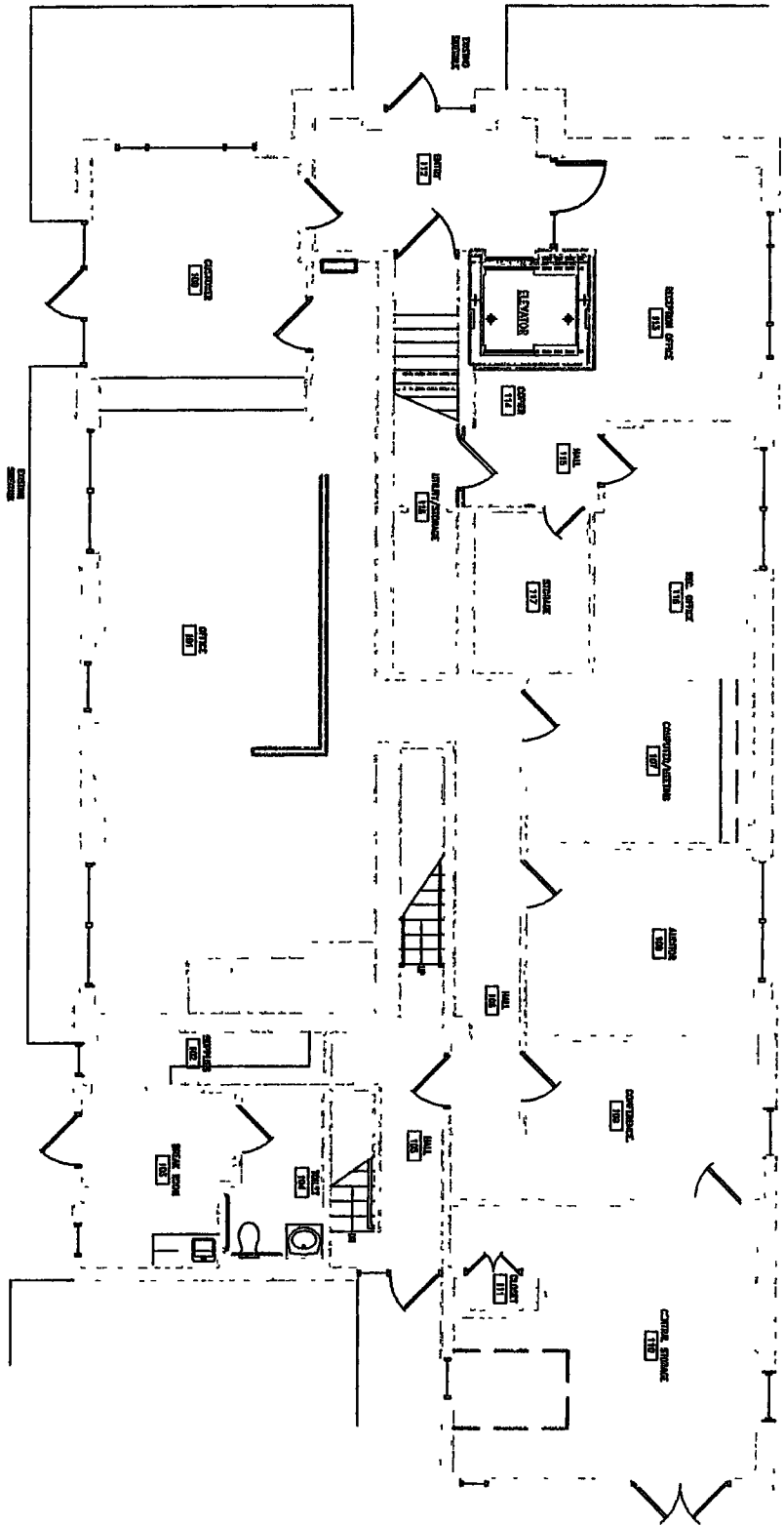
| <b>Bidder Name</b>           | <b>Williams Brothers Builders</b> | <b>SM Fox Construction</b> | <b>Roetzel Construction</b> |
|------------------------------|-----------------------------------|----------------------------|-----------------------------|
| <b>Base Bid</b>              |                                   |                            |                             |
| Labor                        | \$97,400                          | \$151,500                  | \$142,700                   |
| Material                     | \$84,600                          | \$81,810                   | \$94,000                    |
| Total                        | <b>\$182,000</b>                  | <b>\$233,310</b>           | <b>\$236,700</b>            |
| <b>Alternate #1-Windows</b>  |                                   |                            |                             |
| Labor                        | \$3,400                           | \$5,600                    | \$4,350                     |
| Material                     | \$1,600                           | \$4,000                    | \$8,000                     |
| Total                        | <b>\$5,000</b>                    | <b>\$9,600</b>             | <b>\$12,350</b>             |
| <b>Alternate #2- Masonry</b> |                                   |                            |                             |
| Labor                        | \$24,000                          | \$11,600                   | \$24,600                    |
| Material                     | \$7,775                           | \$2,100                    | \$8,200                     |
| Total                        | <b>\$31,775</b>                   | <b>\$13,700</b>            | <b>\$32,800</b>             |
| <b>Alternate #3- Walls</b>   |                                   |                            |                             |
| Labor                        | See Notes *                       | \$30.00                    | \$40.00                     |
| Material                     |                                   | \$19.50                    | \$32.00                     |
| Total                        |                                   | <b>\$49.50</b>             | <b>\$72.00</b>              |
| <b>Addendum #1</b>           | yes                               | yes                        | yes                         |
| <b>Bid Bond</b>              | yes                               | yes                        | yes                         |
| <b>Tax Affidavit</b>         | yes                               | yes                        | yes                         |
| <b>Non-Collus.</b>           | yes                               | yes                        | yes                         |
| <b>Ins. Form</b>             | yes                               | yes                        | yes                         |
| <b>Non-descrim.</b>          | yes                               | yes                        | yes                         |

\* Ext Wall - \$39.85

\* Int. Wall - \$32.86

\*Wind. Sill - \$4,200

All second floor sills & returns.



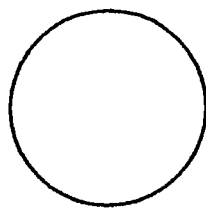
City Of Oberlin  
**69 SOUTH MAIN STREET**  
(Elevator Addition & Remodeling)  
69 South Main Street  
Oberlin, Ohio

Project:



CITY OF OBERLIN  
100 SOUTH MAIN STREET  
OBERLIN, OHIO 44870-1000  
Phone: (419) 338-1000  
Fax: (419) 338-1001  
www.oberlin.org

Revisions:



PLANS

Drawing Title

Project # 00055.01

Date of Issues

|                 |          |
|-----------------|----------|
| FIRST REVISION  | 08-28-06 |
| SECOND REVISION | 10-05-06 |
| THIRD REVISION  | 10-20-06 |
| FOURTH REVISION | 10-20-06 |
| FIFTH REVISION  | 11-01-06 |
| SIXTH REVISION  | 11-02-06 |

Sheet #:

A-100